

Innovative Educator Network

Budget and Funding Requirements

Innovative Educator Network - Participant Benefits

Each Innovative Educator Network participant will receive:

- \$5,000 stipend for participation
 - \$2,500 payable after approval of personalized learning model in June
 - \$2,500 payable after completion of program
- Reimbursement for all travel
 - Travel includes mileage to/from events, hotel (if coming from more than 150 miles from meeting), meals and incidentals, parking, and internet

Innovative Educator Network – LEA Benefits

Each Local Education Agency (LEA) will receive a \$10,000 sub-grant for each participant (i.e. a team of three teachers at one LEA would result in a \$30,000 sub-grant). The LEA is required to utilize ALL funds (except where noted below in school-level development) at the school where participants teach. The table below details how funds must be spent.¹ Brett Turner, Director of Personalized Learning at the Tennessee Department of Education, must approve all expenditures.

LEA Sub-Grant Acceptable Fund Uses		
Focus Area	Amount	Summary of Acceptable Uses
Innovation Fund	\$2,500	<p>All funds within this bucket must be spent to ensure successful implementation of the educator(s) personalized learning model. Acceptable uses include:</p> <ul style="list-style-type: none"> • Instructional hardware (iPads, laptops, carts, etc.) • Instructional software (subscription/license fees, etc.) • Professional development <p>All remaining funds rollover into school-level development.</p>
Substitute Teachers	\$2,000	<p>Funds to pay for all time Network participants are out of school. All remaining funds rollover into school-level development.</p>
School-Level Development	\$5,500	<p>Funds can be used for:</p> <ul style="list-style-type: none"> • Instructional hardware/software to meet the personalized learning model OR support increased adoption in school (LMS, e-portfolios, etc.) • Whole-school PD focused on personalized learning • Coaching for building leadership and/or central office staff to scale efforts

¹ **NOTE:** Please see LEA Fiscal Management Overview below for more details.



LEA Fiscal Management Overview

The following outlines a general overview of allowable and unallowable costs under the FTTT grant. Subsequent sections also detail requirements for publications and the process for managing invoices and grant awards for FTTT.

An exhaustive list of allowable and unallowable costs can be found in:

- OMB Circular A-87 (http://www.whitehouse.gov/omb/circulars_a087_2004/)
- ARRA Sections 14003 and 1604
(http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=111_cong_public_laws&docid=f:publ005.pdf)
- EDGAR Parts 75 and 80
(<http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.pdf>)

Allowable Costs

- Must be necessary and reasonable for the performance of the grant and allocable to specific activities of the grant project
- Aligned to the approved grant activities
- Travel costs for approved grant activities
- Advertising and public relations costs are allowable only for:
 - Recruitment of personnel required for the performance of the governmental unit under the grant
 - Procurement of goods and services for the performance of the Federal award
 - Costs of communicating with the public and press pertaining to specific activities or accomplishments of the grant
 - Conducting general liaison with the news media
 - Other specific costs approved and necessary to meet grant requirements
- Advisory councils
- Materials and supplies specifically related to grant activities

Unallowable Costs

- Entertainment
- Alcoholic beverages
- Travel for interview candidates
- Construction, modernization, renovation, and repairs
- Food
- Purchase or upgrade of vehicles
- Improvement of stand-alone buildings whose purpose is not the education of children
- Advertising and public relations for:



TENNESSEE DEPARTMENT OF

EDUCATION

PERSONALIZED LEARNING

- Costs of Meetings, conventions, other events, displays, demonstrations, exhibits, meeting rooms, hospitality suites, and other special facilities used in conjunction with events not specifically related to the grant
- Promotional items and memorabilia
- Costs of advertising the governmental unit
- Capital expenditures on land, buildings, or equipment (unless approved)
- Costs of organized fundraising, including financial campaigns, solicitation of gifts or bequests
- Lobbying costs
- Selling and marketing costs

Publications

If FTTT funds are used to support publications the publication or project materials should contain the following statement: *The contents of this (insert type of publication e.g. book, report, film) were developed under a grant from the Department of Education. However, those contents do not necessarily represent the policy of the Department of Education, and you should not assume endorsement by the Federal Government.*

Travel

Federal guidance on travel aligns with the state regulations. For more detailed information please see the state's Comprehensive Travel Regulations (<http://www.tn.gov/finance/act/documents/policy8.pdf>).